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FILE

OF 114

Approved For Release 2003/04/29 : CIA-RDP84-00780R003500020011-2

DEC 10 1969

MEMORANDUM FOR: Director of Communications
Acting Chief, Support Services Staff

SUBJECT : Emergency Planning Program

1. As you know, the Executive Director-Comptroller proposes to abolish the position of the Emergency Planning Officer and transfer responsibility for the function to the DD/S. I have asked for, and the Executive Director-Comptroller has approved, deferral of the elimination of the position until 1 February 1970 pending the outcome of a study of the emergency planning program.

2. To conduct the necessary study I would like to [redacted] join with the Acting Chief of Support Services Staff and devote as much time as necessary to complete the report. I ask that the Acting Chief, Support Services Staff, assume primary responsibility for the conduct of the study and that the [redacted] assist him as necessary.

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3. The study should address the requirements of the basic directives which require an emergency planning program and show, in practical terms, what communications, housing, office and other facilities we have to satisfy those requirements; what it is costing us to maintain these facilities in terms of manpower, space and equipment; anything we may have that is superfluous or unnecessary; and whether the scope of the plan and facilities as developed are adequate to meet the intended purpose of a relocation plan for the Agency at its present size and level of complexity.

4. I would like to have the completed report reach my office not later than 27 January 1970.

SIGNED R. L. Bannerman

R. L. Bannerman
Deputy Director
for Support

A EO-DD/S:RHW:es (30 Dec 69)

Distribution:

Orig & 1 - D/CO

1 - Acting C/SSS

✓ 1 - DD/S Subject w/background (DD/S 69-550H, 69-5001, 69-5384)

1 - DD/S Chrono

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I am sorry that we have not been able to meet the deadline but we simply could not get enough meaningful information [redacted] to evaluate where we stand. I think we can do so after 31 December 1969.

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[redacted]

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R. L. Bannerman

18 Dec. 69
(DATE)

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Executive Registry
69-5488/3

18 DEC 1969

MEMORANDUM FOR: Executive Director-Comptroller

SUBJECT : CIA Emergency Planning

1. This memorandum responds to your proposal that the responsibilities for emergency planning be transferred to the Support Directorate; that the position of the Emergency Planning Officer be abolished; that Miss [] and her position be transferred to the DD/S; and to your request for an immediate study of the emergency planning problem in the Agency with recommendations about what we should continue to do about emergency planning and how we should do it.

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2. I appreciate your desire to save a ceiling position, but I ask that you defer action on this until 1 February 1970. By that time I believe it will be possible for us to get a more objective view of this function and a more realistic assessment of our true requirement. It will also allow us time to get a more accurate assessment of the current climate of emergency planning in the rest of the Government and to study further the overall implications of adopting a modified Agency posture in this field. During the interim I would propose to have [] of my staff assume the emergency planning responsibility.

3. As you know, the attitude of the present Administration toward emergency planning has not been specifically enunciated. Executive Order 10346 dated 17 April 1952, as amended, is still in effect and requires each Federal agency in consultation with the Office of Emergency Planning to prepare plans for Civil Defense emergencies. Although there has never been an official act or pronouncement which could be interpreted as authority to relax our vigilance in the emergency planning function, the facts are that very little has been done these past few years and there seems to be no hope of obtaining the funds needed to develop realistic, meaningful, emergency relocation plans and facilities. While our current emergency relocation program is probably on a par with other Federal agencies, I am sure you would agree that it does

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25X8

5. In summary, I would propose:

a. That you defer until 1 February 1970 the final decision about the disposition of the Emergency Planning Officer position.

b. That [] temporarily assume the responsibility for emergency planning.

c. That Miss [] be transferred with her position to the office of the DD/S where she would continue to maintain emergency planning records and be responsible for the Emergency Relocation Force Roster.

d. That we undertake a review of the emergency planning program which might well result in some redirection of the goals of Agency emergency planning.

e. Given the distinct possibility that our old assumptions about [] are outmoded, I propose to re-examine our investment in, and annual maintenance costs of, the [] and, if appropriate, make recommendations for changes in this program.

[]
R. L. Bannerman
Deputy Director
for Support

The recommendations contained in paragraph 5 are approved.

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L. K. White

Date

Executive Director-Comptroller

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Distribution:

Orig - Adse (Pls return to DD/S)

1 - ER

1 - DD/S

1 - Mr.

1 - Mr.

(7 Jan 70)

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Executive Registry

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69-5488/2

26 November 1969

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Mission and Responsibilities of the CIA/Emergency
Planning Officer

1. The broad mission and responsibility of the CIA Emergency Planning Officer centers on providing the means for continuity of the mission and functions of the Director of Central Intelligence and the Central Intelligence Agency under all conditions of emergency, ranging from threatened or actual enemy attack against the continental United States on down to adverse conditions arising from disturbances of the natural elements, such as hurricanes or floods. Included within this spectrum of responsibility is preparedness against the potential threat posed by civil disorders, riots, and demonstrations.

2. This responsibility extends beyond abstract planning and keeping plans timely: it includes taking all necessary measures, short of usurping command responsibilities of the Deputy Directors, to insure that the extant plans are operable at all times and that, if invoked, they are adequate to insure the carrying on of the mission and functions of the Director of Central Intelligence and the Central Intelligence Agency under the circumstances. It includes also the establishing of working relationships with appropriate elements of the Federal Government and state and local governments as necessary.

3. There are two categories of emergency which are excluded from the responsibility of this office. One is the matter of fires and fire hazard, the responsibility for which is vested in the Director of Security. The other is the matter of work stoppage caused by heavy snow accumulation, and the resultant authorization for absence from duty, the responsibility for which is borne by the Director of Personnel, working in concert with the Civil Service Commission. My office does, however, provide special credentials for the use of persons whose assignment requires their presence at work in spite of heavy snow. These credentials are recognized by local authorities in the Commonwealth of Virginia pursuant to an arrangement which I made with the State Director of Civil Defense of Virginia.

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4. The President is the prime source of authority, policy guidance, and doctrine governing Federal planning for continuity of government and for emergency relocation precipitated by enemy action. His executive agent and principal assistant for this purpose is the Director of the Office of Emergency Preparedness, whose agency (OEP) is in the Executive Office of the President. The authority of the Director of OEP to promulgate policy guidance, direction, requirements, and doctrine in this activity to the departments and agencies of the Executive Branch of the Government is contained in statutes on the subject and in Executive Order 11051, dated 27 September 1962, which also vests appropriate controls in him. The principal medium through which the Director of OEP accomplishes this objective and maintains contact throughout the Executive Branch is the Interagency Emergency Planning Committee (IEPC), which consists of one representative from each department and agency, and a permanent secretariat furnished by OEP. The Director of OEP is ex officio chairman of the IEPC, although the Deputy Director of OEP usually presides over the meetings. I am the designated representative of the Director of Central Intelligence and the Central Intelligence Agency on the IEPC, and my office is the official point of contact with OEP.

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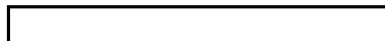
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SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM			
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OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	DATE	INITIALS
1	DD/S		
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	ACTION	DIRECT REPLY	PREPARE REPLY
	APPROVAL	DISPATCH	RECOMMENDATION
	COMMENT	FILE	RETURN
	CONCURRENCE	INFORMATION	SIGNATURE
Remarks:			
FOLD HERE TO RETURN TO SENDER			
FROM: NAME, ADDRESS AND PHONE NO.			DATE
Executive Director-Comptroller			4 Nov 69
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Executive Registry

69-5488

4 November 1969

DD/S 69-5601

MEMORANDUM FOR: Deputy Director for Support

Bob:

As you know, the CIA Emergency Planning Officer and his secretary have been a part of the Office of the Director for the past several years. [] plans to retire effective 31 December. I know that he feels that it is proper for him to report to the Executive Director and that he finds this advantageous in dealing with other Government agencies. With the present squeeze on personnel ceilings, however, I feel that we cannot devote a full-time GS-15 position to this function.

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Because I have no one to whose current duties this could be added, and because it seems to me that this is truly a Support function anyway, I propose to have you assume these responsibilities on 1 January 1970. Tentatively, I would propose to transfer [] and her position to the DD/S. I propose to eliminate [] position, thereby saving a slot.

25X1
25X1

It has been some time since these functions were examined in detail to see if all of the things we are now doing are really necessary. I should appreciate your undertaking an immediate study of this problem and submitting recommendations to me on or about 1 December as to what we should continue to do and how we should do it effective 1 January 1970.

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[]
L. K. White

cc: CIA Emergency Planning Officer

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69-5384

26 November 1969

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Mission and Responsibilities of the CIA/Emergency
Planning Officer

1. The broad mission and responsibility of the CIA Emergency Planning Officer centers on providing the means for continuity of the mission and functions of the Director of Central Intelligence and the Central Intelligence Agency under all conditions of emergency, ranging from threatened or actual enemy attack against the continental United States on down to adverse conditions arising from disturbances of the natural elements, such as hurricanes or floods. Included within this spectrum of responsibility is preparedness against the potential threat posed by civil disorders, riots, and demonstrations.

2. This responsibility extends beyond abstract planning and keeping plans timely: it includes taking all necessary measures, short of usurping command responsibilities of the Deputy Directors, to insure that the extant plans are operable at all times and that, if invoked, they are adequate to insure the carrying on of the mission and functions of the Director of Central Intelligence and the Central Intelligence Agency under the circumstances. It includes also the establishing of working relationships with appropriate elements of the Federal Government and state and local governments as necessary.

3. There are two categories of emergency which are excluded from the responsibility of this office. One is the matter of fires and fire hazard, the responsibility for which is vested in the Director of Security. The other is the matter of work stoppage caused by heavy snow accumulation, and the resultant authorization for absence from duty, the responsibility for which is borne by the Director of Personnel, working in concert with the Civil Service Commission. My office does, however, provide special credentials for the use of persons whose assignment requires their presence at work in spite of heavy snow. These credentials are recognized by local authorities in the Commonwealth of Virginia pursuant to an arrangement which I made with the State Director of Civil Defense of Virginia.

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RUW

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Mr Baunerman doesn't
want to involve
OS — at least not
right off. That bit
should be taken out
of the memo



12 DEC 1969

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MEMORANDUM FOR: Executive Director-Comptroller

SUBJECT : CIA Emergency Planning

- 4 November*
responds to your request for
1. This memorandum is in response to yours of 4 November
wherein you propose to transfer the Agency Emergency Planning Function
to the Support Directorate and ask for recommendations *about* ~~as to~~ what we
about Emergency Planning
should continue to do and how we should do it effective 1 January 1970 *after*
Ab. B.
2. As you know Executive Order 10346 dated 17 April 1952 and
various amendments (reflecting modifications in organizational elements
within the Executive Branch) are still in effect, and require each
Federal Agency in consultation with the Office of Emergency Planning
to prepare plans for Civil Defense Emergencies. *DEPARTMENT AS* Mr. has
already pointed out ~~to you~~ that there has never been an official act
or pronouncement which could be interpreted as authority to relax our
vigilance in the Emergency Planning function, ~~however~~, the actualities
are that very little has been done these past few years nor is there
any hope of obtaining the needed funds to develop realistic, meaningful,
emergency relocation facilities.

25X1

3. Although the current Agency Emergency Relocation Program
(including the Vital Records Program) is no doubt on a par with other
Federal Agencies and probably better than most (except the Defense
I AM SURE YOU WOULD AGREE THAT IT DOES NOT ADEQUATELY
Department), we are deluding ourselves if we assume that it meets the *NEED*
real requirements of Executive Order 10346 by providing a facility

To provide

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credentials and documentation.

c. Maintain the Agency Vital Records Program at its current level of effort and continue to meet Executive Department reporting requirements for Emergency Planning purposes. However, as much of our efforts in this area appear to be inadequate and unrealistic, we intend to undertake an intensive review of this program which might well result in an redirection of goals (i.e. do we structure the program on protection against all out emergencies including thermonuclear attack or rather confine our efforts to "limited" type emergencies of fire, riot, natural disasters, etc.).

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